



Brookfield Parks and Recreation
 PO Box 5106, Brookfield, CT 06804
 Phone(203) 775-7310 Fax(203)775-5244
 www.brookfieldct.gov/rec

Group Reservation Form

Name of Group: _____

Contact Person: _____ Phone: _____

Address: _____ Email: _____

Purpose of Use: _____

Will Admission or Other Fees be charged? Yes _____ Amount? _____ No _____

If not a Town of Brookfield sponsored organization, please include a certificate of insurance (General Liability) in the amount of \$1,000,000 naming the Town of Brookfield as additional insured.

Date(s) Requested: _____ Day(s) of Week _____ Time(s) _____

#of Adult Residents _____

of Adult Non-Residents _____

of Children Residents _____

of Children Non-Residents _____

Pavilion / Bandstand (check all that apply)

Pavilion at Cadigan Park

(500 Candlewood Lake Road)

Town Beach (during season only)	
Picnic Tables	
Barbeque grills	
Electricity	
Restrooms	
Other (see Cadigan Park below)	

Bandstand at Town Hall Municipal Center

(100 Pocono Road)

Electric	
Lights	
Restrooms	
Other	
NOTE: No picnic tables, chairs or grills	
provided	

Terms and Conditions of Use

1. Reservation of the pavilion will be limited to groups of no more than 50.
2. Reservation of the pavilion includes use of Town Beach during beach hours.
3. Reservation will include use of athletic fields according to availability.
4. \$50.00 refundable deposit required with payment. Deposit will be returned upon our inspection of the facility, or be applied toward any damages incurred.

Fee Schedule	Pavilion	Bandstand
Resident Family	\$125.00/Day	\$75.00/Day
Non-Resident Family	\$200.00/Day	\$125.00/Day
Resident Business/Organization	\$150.00/Day	\$175.00/Day
Non-Resident Business/Organization	\$250.00/Day	\$225.00/Day
Resident Non-Profit Organization	\$125.00/Day	\$75.00/Day
Non-Resident Non-Profit Organization	\$200.00/Day	\$75.00/Day

Fields / Facilities (check all that apply)

Cadigan Park (500 Candlewood Lake Rd)

Softball	
Lights	
Soccer	
Football	
Tennis	
Restrooms	
Picnic	
Pavilion (see above)	
Other	

Municipal Center (100 Pocono Rd)

Bandstand (see above)	
Soccer field	
Softball Field	
Playground	
Restrooms	
Other	

Town Park (460 Candlewood Lake Rd)

Swimming	
Boat Launch	
Volleyball	
Basketball	
Picnic	
Other	

Williams Park (185 Whisconier Rd)

Tennis	
Picnic	
Trails	
Other	

Center School (8 Obtuse Hill Rd)

Little league	
Playground	
Other	

Whisconier School (15 West Whisconier Rd)

Little league	
Soccer	
Other	

Huckleberry Hill School

(100 Candlewood Lake Road)

Little League	
Baseball	
Pee Wee Soccer	
Football	
Playground	
Other	

High School

(45 Long Meadow Hill Rd)

Baseball	
Softball	
Soccer	
Football	
Lights	
Track	
Other	

Lillinonah Woods

(54 Obtuse Rocks Rd)

Old Bridge Sanctuary

(57 Old Bridge Rd)

Other**Terms and Conditions for all Facilities**

1. This request for use form must be filled out and submitted no less than two weeks in advance of planned activity.
2. The number of staff (lifeguards, etc.) required will be determined by the Parks & Recreation Director.
3. Groups are responsible for cleaning up the facility and TAKING OUT any garbage that they create. Please RECYCLE.
4. All groups using this facility are responsible for any damages incurred as a result of such use.

I HAVE READ THE ABOVE RULES AND I AGREE TO ALL TERMS AND CONDITIONS. ENCLOSED IS A \$50 DEPOST MADE PAYABLE TO THE TOWN OF BROOKFIELD.

Name and address of person to be billed

Signature of Responsible Person

Date

Office use only

Application: Approved Disapproved

Amount to be Charged \$ _____

Comments: _____

Signature of Parks & Rec. Director

Date

FIRE & POLICE TAKE NOTICE